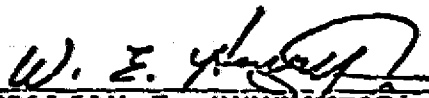
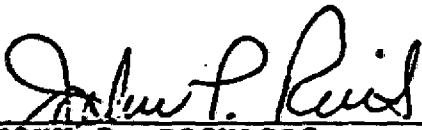


SETTLEMENT AGREEMENT

The American Postal Workers Union and United States Postal Service agree that the following terms and conditions will settle all issues in dispute in grievances N8C-1M-C-3719/3851 (A8-N-264).

1. Under Article XVI of the National Agreement a supervisor's discussion with an employee is not considered discipline and is not grievable, and "no notation or other information pertaining to such discussion shall be included in an employee's personnel folder."
2. The Postal Service acknowledges that the spirit and intent of Article XVI is to provide a mechanism for a supervisor to discuss perceived work deficiencies with an employee without such discussion taking on the formality or significance of disciplinary action. Accordingly, although Article XVI permits a supervisor to make a personal notation of the date and subject matter of such discussions for his own personal record(s), those notations are not to be made part of a central record system nor should they be passed from one supervisor to another.
3. The Postal Service acknowledges that a supervisor making personal notations of discussions which he has had with employees within the meaning of Article XVI must do so in a manner reasonably calculated to maintain the privacy of such discussions and he is not to leave such notations where they can be seen by other employees.
4. As a remedy to grievance N8C-1M-C-3851, the Postal Service assures the union that no records presently exist which purport to document any discussion which was the subject of the grievance.


 WILLIAM E. HENRY, SR.
 Director, Office of Grievance
 and Arbitration
 Labor Relations Department


 JOHN P. RICHARDS
 Director, Industrial Relations
 American Postal Workers Union,
 AFL-CIO

May 12, 1981
 Date

May 12, 1981
 Date